



Job Description

Job Title: Water and Wastewater System Technician I

Department: Water & Sewer

Grade: 106

Reports To: Systems Foreman (Water or Wastewater as assigned)

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description. This job description does not constitute a written contract of employment.

SUMMARY: The Water and Wastewater Systems Technician I is responsible for the installation, maintenance, and repair of water distribution and wastewater collection systems, including water lines, sewer lines, meters, fire hydrants, manholes, and related infrastructure. This role involves operating heavy equipment, ensuring system integrity, and maintaining public health and safety. The Technician works under supervision to support the efficient operation of water and sewer services for the city.

Emergency Response Statement

Every City employee has emergency response responsibilities, though not every position will require routine assignments during an emergency event. All employees may be subject to recall around the clock for emergency response operations, which may require irregular work hours, relocation to emergency sites, and duties beyond those specified in the official job description. Emergency assignments may involve physically and operationally challenging conditions with little advance notice.

Essential Duties and Responsibilities

- **Water System Responsibilities:**
 - Install, maintain, and repair water taps, water lines, and fire hydrants.
 - Locate water lines to prepare work sites and protect city infrastructure from damage.
 - Repair water leaks, stoppages, and issues with valves and meters.
- **Wastewater System Responsibilities:**
 - Install, maintain, and repair sewer lines, manholes, and wastewater infrastructure.
 - Locate wastewater lines to prepare work sites and prevent damage during excavations.
 - Address and resolve issues such as blockages, leaks, and structural defects in the system.
- **General Responsibilities:**

- Operate heavy equipment, including backhoes, vacuum trucks, dump trucks, and trenchers.
- Utilize various tools such as pipe threaders, tapping machines, compressors, and saws for system maintenance.
- Maintain and ensure the safe operation of vehicles and equipment.
- Restore work sites, including repairing asphalt, concrete, and landscaped areas.
- Respond to customer inquiries and public concerns regarding water and sewer services.

Supervisory Responsibilities

None.

Minimum Requirements and Qualifications

Education:

- High school diploma or GED required.
- Must complete 0.5 water distribution continuing education units annually after obtaining license

Experience:

- Experience in water or wastewater systems maintenance and operating heavy equipment preferred.

Licenses, Certifications, and Qualifications:

- Upon successful completion of either a CDL Class B with tanker endorsement **or** a Florida Class III Water Distribution Operator License, the employee will be eligible for a step increase in pay and a corresponding position advancement.

Knowledge, Skills, and Abilities (KSAs)

Knowledge:

- learning of water distribution and wastewater collection systems.
- Familiarity with equipment operation and safety standards.

Skills:

- Learning to be proficient in using heavy equipment and diagnostic tools.
- Effective communication skills for public interaction and team collaboration.

Abilities:

- Perform physical labor in various weather conditions.
- Maintain accurate records and follow safety protocols.

Physical Requirements

- Lift, carry, push, or pull items up to 100 pounds occasionally.
- Frequent standing, walking, bending, and working in confined spaces.

Work Environment

- Work performed outdoors, often in confined spaces and exposed to varying weather conditions and hazardous environments.

Career Development

- Opportunities for advanced leadership positions, training and certifications in water and wastewater systems technology.
- Water distribution license 2 after completion of 2080 hours of distribution license III. And a CDL Class B with tanker endorsement license.

Acknowledgment

By signing below, the employee acknowledges understanding the job description and confirms the ability to perform the responsibilities outlined with or without reasonable accommodation.

**This position description is a general guideline for work behavior and is not intended to be a comprehensive listing of all job duties. Therefore, it is also not, nor can it be implied to be, a contract of employment. The contents of this position description may be changed without notice, and employment may be terminated by either party, at will. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

Signatures / Date

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

Check the appropriate box, fill in the needed accommodations, if required, then sign and date.

- I have read and understand this job description and acknowledge that I am able to complete the essential functions of my job without accommodations.
- I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this job:

Print Name

Employee Signature

Date

Human Resources

Date